

29 January 2023



REF: OIA-14244

Dear 

Request made under the Official Information Act 1982

Thank you for your email of 8 December 2023 requesting information under the Official Information Act 1982 (the Act) regarding Ministerial direction received for NZ Transport Agency Waka Kotahi (NZTA) communication.

I have addressed each part of your request in turn below. For ease of reference, I have numbered each question from 1 to 8.

- 1. A list of all words, terms, and phrases that the Minister or any member of their Office has directed officials to not use in briefings, letters, emails, memos, aides-memoires or any other documents, or in meetings.***

NZTA has not been provided with a list of words, terms or phrases that are not to be used in its communications or meetings.

As such, this part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

- 2. A list of all directions to officials regarding the length, style or make up of all briefings, letters, emails, memos, aides-memoires or any other documents.***

NZTA has not received any direction regarding the formatting and style of its written correspondence.

As such, this part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

- 3. A copy of any style guide given to officials by the Minister's Office.***

NZTA has not been provided with a style guide from the Minister's Office.

As such, this part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

4. What directions, if any, has the Minister or their Office given to officials regarding the use of the word “equity”?

NZTA has not received any direction from the Minister or the Minister’s Office regarding the use of the word ‘equity’.

This part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

5. What directions, if any, has the Minister or their Office given to officials regarding the use of the word “fairness”?

NZTA has not received any direction from the Minister or the Minister’s Office regarding the use of the word ‘fairness’.

This part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

6. What directions, if any, has the Minister or their Office given to officials regarding the use of the word “wellbeing”?

NZTA has not received any direction from the Minister or the Minister’s Office regarding the use of the word ‘wellbeing’.

This part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

7. What directions, if any, has the Minister or their Office given to officials regarding the use of Te Reo?

NZTA has not received any formal directive from the Minister or the Minister’s Office on the use of Te Reo. For context, the Minister requested NZTA plan to give effect to the National and New Zealand First Coalition Agreement to ensure all public service departments have their primary name in English, except for those specifically related to Māori. Accordingly, NZTA has taken a staged approach to the name changes, with the first phase including name changes in templates and briefings. Further changes, such as rebranding official websites etc, are awaiting all-of-government guidance to fully understand the extent of the requirements.

8. What directions, if any, has the Minister or their Office given to officials regarding the use of pronouns?

NZTA has not received any direction from the Minister or the Minister’s Office regarding the use of the word ‘pronouns’.

This part of your request is refused under section 18(e) of the Act as the document alleged to contain this information does not exist.

Under section 28 of the Act, you have the right to ask the Ombudsman to review my decision to both withhold certain information and refuse parts of your request. The contact details for the Ombudsman can be located at www.ombudsman.parliament.nz.

In line with NZTA policy, this response will soon be published on our website, with personal information removed.

If you would like to discuss this reply with NZTA, please contact Ministerial Services by email at official.correspondence@nzta.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Leisa Coley', with a stylized flourish at the end.

Leisa Coley
National Manager Government Relations